U.S. DEPARTMENT OF TRANSPORTATION
ANNUAL OCCUPATIONAL SAFETY AND HEALTH REPORT
FOR FISCAL YEAR 2002

DOT OPERATING ADMINSTRATION: UNITED STATES COAST GUARD DATE: 10 Jan 03

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202-267-1883

1. EXECUTIVE SUMMARY

In FY02 Coast Guard civilian and military on-duty mishap statistics have not improved. Coast Guard response to 9/11/01 may have contributed to some of the increase due to new missions, call-up of reserves, and unfamiliar operating areas. In the face of these operational challenges, however, Coast Guard personnel continued to effectively manage safety risks. Particularly gratifying was the absence of on-duty fatalities in FY02.

Off-duty mishaps, monitored only for military personnel, continued to rise in FY02. In FY02, nine Coast Guard personnel died in off-duty mishaps, including six in motor vehicle crashes and three in recreational activities. Though showing substantially better performance than the twelve off-duty fatalities in FY01, the FY02 off-duty fatalities exceeded the average of 7.0 annual off-duty fatalities seen over the preceding four years. The Coast Guard's greatest challenge remains in translating operational risk management principles into off-duty behaviors, where motor vehicle mishaps, sports injuries, and other hazards of routine life continue to exact a troubling toll of lives and injuries and where supervision and workplace policies have far less impact. Our command staffs and supervisors have been strongly encouraged to take even more interest in the off-duty activities of their personnel and have been provided information and other tools to help reduce the losses.

Federal Worker 2000 results were positive for FY02. Though up from FY01, reduction in total case rates exceeded the goal, and Workers' Compensation reporting timeliness far exceeded the goal based on the FY98 baseline. However, additional effort is planned to assist the Coast Guard's two designated high-injury sites to reduce their injury rates.

Over the past four years the service has stressed risk management: balancing mission, environment, and expected outcomes to achieve the best results with the lowest risk. Risk management principles are beginning to take root in both Coast Guard policy and culture. Team Coordination Training and crew resource management concepts maximize the impact each member of a cutter, small boat or aircraft crew can make on its safe operation.

As new missions and surge operations become routine and the organization transitions to the Department of Homeland Security, our goals for FY03 include reducing mishaps and lost work days and a continued effort in meeting Federal Worker 2000 goals.

2. MESSAGE FROM DASHO (RESERVED FOR DOT DASHO)

3. INTRODUCTION

The Coast Guard report for FY02 highlights the challenges and accomplishments of the service's safety and environmental health (SEH) program. The Coast Guard includes a 6,442 member civilian workforce and 36,388 military members (39,004 after correcting for increased post 9/11 Reserve activity). This workforce is more than doubled when our valued part-time employees--13,000 Reserve military members and over 33,000 unpaid, volunteer Auxiliarists—are included. Although military members and military-specific operations are not subject to OSHA jurisdiction, the Coast Guard's internal policy is to apply and meet all applicable OSHA regulations and standards. Accordingly, our safety program seeks to protect all members of our diverse workforce from injury and occupational disease and to minimize property losses.

The Coast Guard is a military service that is charged with numerous missions. They include search and rescue, maintenance of aids to navigation, interdiction of drugs and illegal migrants, enforcement of fishery and other maritime laws, administration of bridges over navigable waterways, protection of the environment, securing of ports and waterways, domestic and international ice-breaking, emergency response, and enforcement of commercial vessel safety regulations. In the conduct of these missions, Coast Guard personnel take cutters, small boats, and aircraft, as well as themselves, into the most demanding environments, working long hours and often operating heavy or complex equipment. To safely carry out missions under such difficult conditions, the safety program relies on risk management principles to maximize mission effectiveness while minimizing risks.

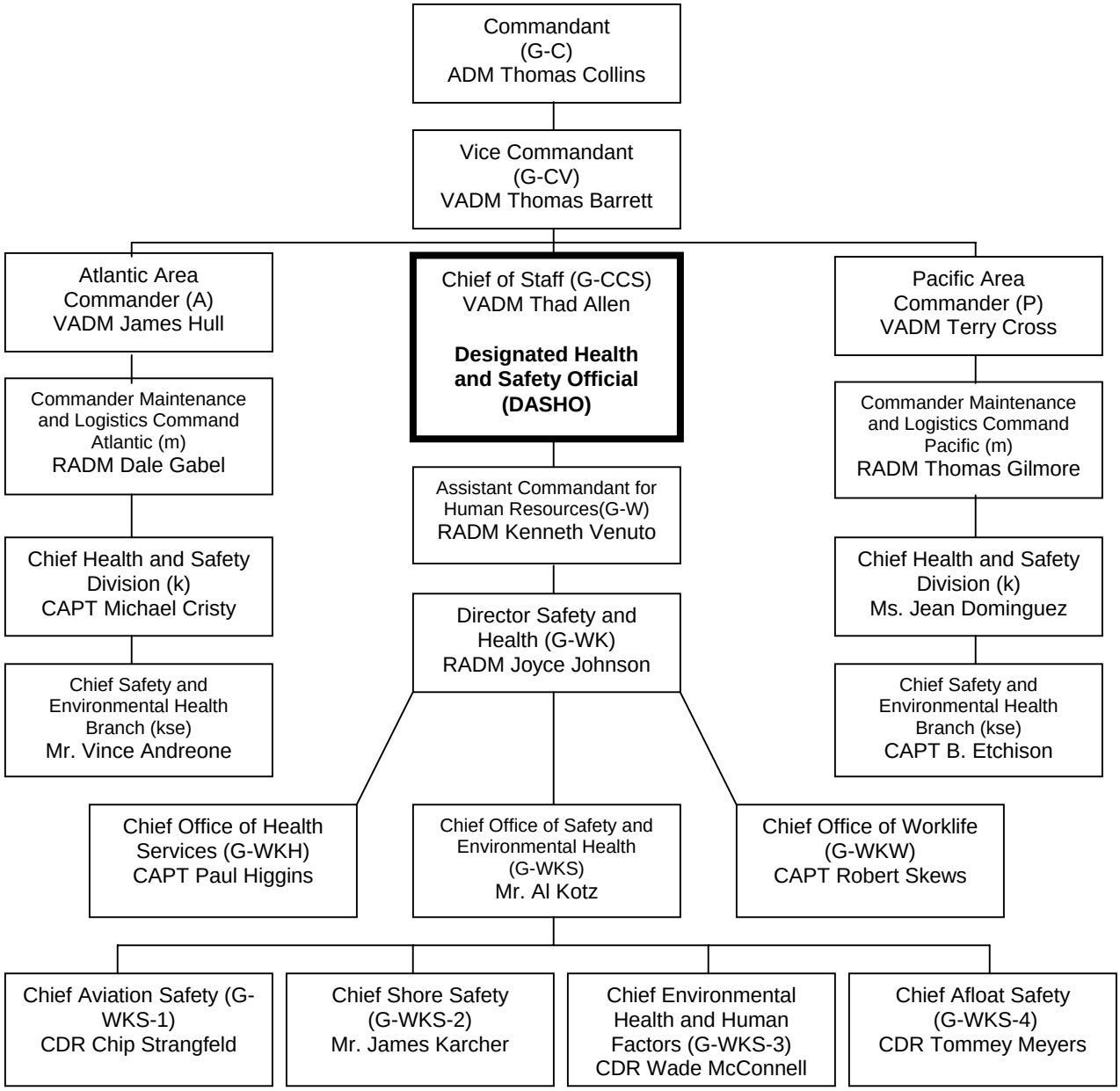
This report presents highlights of the Coast Guard's program, quantifies its results, and summarizes its goals for the coming year. This report also fulfills the Coast Guard's obligation to report the results of its safety program to the Department of Transportation.

The Coast Guard's diverse workforce performs a wide range of activities in unusually demanding and often rapidly changing circumstances. Many of these activities are performed complex vessels and aircraft by young and relatively inexperienced personnel at remote locations, away from experienced supervisors. Fatigue and unusual hours accompany many of the missions, especially as a result of significant increases in operational demands in the wake of the terrorist attacks on America. These factors present unique and difficult challenges to the program. Furthermore, in the case of military personnel, the Coast Guard takes responsibility for the safety of its members 24 hours a day, on-duty and off-duty. In spite of these extreme challenges, the Coast Guard's combined safety record compares favorably with other populations.

With much of the Coast Guard's workforce operating away from experienced supervision and in dynamic and unpredictable circumstances, the safety program has prescribed a more proactive risk management strategy since 1999. The program retains some compliance-based elements where necessary to adhere to standards and regulations and in recognition that standards are the product of years of informal risk management experience. Risk management, however, charges every member with responsibility for his/her own safety and that of the team of which he/she is a member. It provides every member the thought processes and tools to evaluate new and changing situations, on and off the job, and to balance the risks of an operational mission or support function with its expected benefits.

In conclusion, there remain many opportunities for improvement. We must resume the declines we enjoyed in almost every category except off-duty mishaps prior to 9/11. The high frequency and severity of motor vehicle recreational mishaps necessitate additional attention and we have begun to evaluate incentives to bolster direct supervisory involvement. System safety strategies will be reinvigorated to take advantage of past experience when designing platforms of the future. Team effectiveness concepts will be taught and refreshed to cutter, small boat, and aircraft crews as well as to aviation support personnel. Fatigue management concepts fielded immediately after 9/11 will be emphasized. Staffing, training, and equipping for homeland security that includes effective response to chemical, biological, radiological, nuclear, and explosive (CBRNE) threats and incidents are underway.

4. U.S. COAST GUARD SAFETY AND ENVIRONMENTAL HEALTH ORGANIZATIONAL CHART



5. STATISTICS AND ANALYSIS

OPERATING ADMINISTRATION: U.S. COAST GUARD						
	FY97	**FY98**	**FY99**	**FY00**	**FY01**	**FY02**
Civilian Population	5,559	5,686	5,818	5,940	6,022	6,442
Military Population	36,085	36,491	36,738	37,166	37,153	39,004
Note: Military populations adjusted for Active Duty Reservists. Post 9/11 saw increased Reservist activity in FY02						
Total Cases Injury/Illness (includes cases with and without lost work days)						
Civilian	351	432	450	396	333	334
Military On-Duty			334	367	364	553
Military Off-Duty			296	414	422	622
Total Case Rate						
Civilian	6.31	7.60	7.73	6.67	5.52	5.18
Military On-Duty			0.91	0.99	0.98	1.42
Military Off-Duty			0.81	1.11	1.14	1.59
Lost Time Cases Injuries/Illnesses						
Civilian	237	272	291	257	233	258
Military On-Duty		221	186	170	120	207
Military Off-Duty		162	129	115	189	359
Lost Time Case Rate per 100 Employees						
Civilian	4.26	4.78	5.00	4.33	3.87	4.00
Military On-Duty		0.53	0.44	0.43	0.33	0.53
Military Off-Duty		0.44	0.35	0.31	0.52	0.92
Lost Work Days						
Civilian		340	427	724	837	569
Military On-Duty		1299	1281	1469	753	1030
Military Off-Duty		1837	1568	1184	2181	3704
Lost Work Day Rate (Lost Work Severity Rate) per 100 Employees						
Civilian		6.34	7.76	12.52	12.91	8.89
Military On-Duty		3.10	3.03	3.54	2.09	2.64
Military Off-Duty		5.03	4.27	3.19	5.87	9.50
Fatalities						
Civilian		0	0	0	2 (Auxiliary)	0
Military On-Duty		2	0	0	2	0
Military Off-Duty		4	7	10	11	9

Office of Workers' Compensation Programs (OWCP) costs.

OPERATING ADMINISTRATION: U.S. COAST GUARD – Civilian Chargeback and COP Costs					
	FY98	**FY99**	**FY00**	**FY01**	**FY02**
Chargeback	$6,684,969	$7,129,169	$7,331,423	$7,207,731	$7,844,390
Continuation of Pay (COP)	$401,318	$403,093	$385,003	$419,494	$382,930
TOTAL: Chargeback + COP	$7,086,287	$7,532,257	$7,716.426	$7,627,225	$8,227,320

Significant trends and major causes or sources of fatalities and lost time disabilities.

OPERATING ADMINISTRATION: U.S. COAST GUARD		
	TRENDS	**MAJOR CAUSES/SOURCES OF EACH TREND**
FY02	After a downward trend since 1998, FY02 saw a 60% increase in on-duty military lost time injuries.	Most likely the increase in operations and the many Reservists activated since 11 Sept 2001 led to the increase.
	Military off-duty lost time injuries nearly doubled.	Most were sports or recreational related. There is evidence that some personnel are employing risk management principles they learned on-duty to their off-duty activities, however there is room for improvement.
	FY02 on and off-duty military total case rates increased.	Improvements in reporting may account for some of this increase, especially in the case of minor mishaps.
	Civilian lost time cases had been trending down but saw a 20% increase in FY02.	A few heavy industrial sites are affecting overall Coast Guard numbers.
	Civilians showed a 32% drop in lost work days.	Lost time cases increased 20% so it most likely that the drop in lost work days was due to the changes in the mishap system and not actually due to a decrease in the number of lost work days.
	Motor vehicle fatalities dropped to 6 and 3 were killed in off-duty recreational riding accidents.	Increased emphasis was placed on motor vehicle safety in FY02.
	There were no on-duty operational fatalities in FY02.	In light of increased operational tasking, this lack of fatalities might be attributed to attention to risk management throughout the chain of command. We have evidence that crew coordination training has helped prevent minor incidents from becoming serious mishaps.
FY01	Dramatic reduction in on-duty military lost time mishaps and lost work days.	Attributed to successful integration of risk management process and principles into operations. Additional related influences include Team Coordination Training, Crew Endurance Management and other safety programs.
	Dramatic increase in off-duty military lost time mishaps and lost work days.	Primarily Class C mishaps involving private motor vehicles, motorcycles or recreational activities: (sports injuries, ATV/dirt bike riding). Remainder primarily strains and slips trips and falls. Risk management efforts on-duty have not yet successfully carried into off-duty activities.
	Increasing off-duty military fatalities primarily due to private motor vehicle accidents. No motorcycles fatalities this year.	Nine off-duty military private motor vehicle-related fatalities occurred. Various factors contributed: driving fatigued, alcohol use, excessive speed/aggressive driving, not wearing seat belts or combination. Others recreational in nature: 1 Boating – not wearing PFD, and 1 skateboard fatality. Again the risk management effort on-duty has not successfully been carried into off-duty activities.
	Civilian workforce decreased lost work day cases compared to FY00 but number of lost work days increasing.	Majority of the civilian injuries occur at the Coast Guard Yard and the Elizabeth City and a few other heavy industrial operations. Strains and falls are the main causes. There may also be some PPE issues regarding eye protection. Though decreasing the number of injuries, the number of lost work days is increasing, indicating more severe injuries and weakness in medical case management.
FY00	Civilian injuries reached an all-time high.	Unknown at this time.
	Off-duty military injuries achieved a low.	Unknown at this time.
	Off-duty military fatalities continued to increase.	Private motor vehicle related (including two in the same accident).
	All other trends continued improvement.	Risk Management and related supporting initiatives such as improved safety and environmental health checklists were instituted in 1999.

GENERAL HISTORICAL TRENDS

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	On-Duty Military Mishaps	Increased 34% after remaining steady for three years. Most caused by slips; trips; falls; hitting heads, fingers and hands in hatches; knife cuts; not wearing eye protection or other PP; improper procedures, and not maintaining focus on the job.
	Off-duty military mishaps	Off-duty mishaps increased 32% in FY02. Primarily from recreational sports plus private motor vehicles. Extreme sports such as snow boarding, dirt biking, mountain biking, etc., often mentioned.
	Off-duty military fatalities	80-100% private motor vehicle accidents.
	Civilian mishaps	Strains, slips, trips, falls and some eye protection issues in the heavy industrial centers

FATALITY TRENDS FY94-02

Number of Deaths	Per Cent of Total	Activity
		Off Duty Military
56	60%	Private Motor Vehicle Consisting of: 45% 4-wheel vehicle 14% Motorcycle/ATV 1% Bicycle/Pedestrian
5	5%	Afloat
3	3%	Aviation
9	10%	Other
Total Off-Duty: 73		
		On Duty Military
2	2%	Motor Vehicle
7	8%	Afloat
10	11%	Aviation
1	1%	Other
Total On-Duty: 20		
TOTAL 93 (+ 8 Auxiliarists)	100%	Note: Coast Guard Civilian work force only tracked at work and there have been no civilian work-related fatalities this period.

OFF-DUTY FATALITIES

	FY99	FY00	FY01	FY02
Auto/Truck	2	6	9	4
Motorcycle	4	3	0	1
ATV	0	1	0	1
Other Off-Duty	1	0	2	3
TOTAL	7	10	11	9

Risky behavior, including speeding, driving while fatigued, failure to wear occupant restraints or other PPE, and using alcohol, was a factor in approximately 90 percent of these mishaps. The Coast Guard is attempting to increase intervention to reduce risk in off-duty activities.

What is Being Done to Reduce Mishaps and Injuries?

On-Duty Military

Though on-duty injuries remain relatively low, especially considering the nature of Coast Guard operations, FY02 saw an increase in lost time cases. This can be at least partially explained by increased operations after 11 Sept 01.

Most injuries were due to slips, trips, falls, hitting heads, pinching fingers and hands in hatches, knife cuts, not wearing eye protection or other PPE, improper procedures, and not maintaining focus on the job or situational awareness in changing environmental conditions.

Off-Duty Military

Off-duty mishaps increased 32% in FY02. Improved reporting of mishaps explains some of the increase, however, the increasing frequency and severity of off-duty mishaps remains a concern. The improved mishap reporting system should now allow better identification of causal factors so appropriate prevention measures can be implemented.

The most overwhelming activity resulting in injury to off-duty military Coast Guard personnel is driving private motor vehicles. Through command and individual efforts, the Coast Guard has achieved a slight reduction in FY02 traffic-related fatalities as compared to FY01 and FY00. Actions currently undertaken to continue this trend include:

- Working with other military services in the DoD/JSSC Traffic Safety Work Group to share best practices, lessons learned, and coordinate program developments.
- Improving communications and providing resources on national campaigns and other traffic safety issues.
- Emphasizing individual responsibility to practice risk management in all activities all the time.
- Emphasizing command responsibility to promote off-duty safety.
- Assessing driver training programs in conjunction with other services.
- Revising traffic safety policy to provide additional field guidance in developing local programs.

Mishap analysis has shown that off-duty motor vehicle fatality causal factors alone or in combination include: fatigue, excessive speed, not using seat belts, alcohol involvement and driving at night and/or in adverse weather, distraction, inexperience (motorcycles), and inadequate personal protective equipment (motorcycles). Other off-duty fatalities since 1999 involved two instances of hiking falls from a cliff; a fall from a roof; fall from a skateboard; drowning in a boating mishap; and crushed under a car while working on it.

On a positive note, though there continue to be many Class C mishaps in motor vehicle and recreational activities (over three dozen motorcycle and ATV's alone in FY02), the wearing of seatbelts and proper motorcycle personal protective equipment prevented more serious injuries or deaths.

Increased emphasis on recreational safety has again stressed personal risk management, which included the development of a recreational safety checklist. An expanded Traffic and Off-Duty/Recreational Safety chapter is being added to the Coast Guard Safety and Environmental Health Manual, which provides policy and guidance to commands in traffic and recreational activity risk management.

Civilian

The total number of civilian injuries remained steady but a significant increase in personnel allowed the case rate to drop. The data also showed a 32% decrease in lost work days; however, the drop may have been due to changes in the mishap reporting system during FY02. With the recent commissioning of a new on-line mishap reporting system, civilian mishap reporting will be tracked with the same accuracy as military mishaps.

Most civilian injuries occurred at the Coast Guard Yard in Baltimore and the ARSC in Elizabeth City, NC. In addition to Baltimore and Elizabeth City, the Boston, Cape Cod, Petaluma, New London, and Portsmouth locations had total civilian case rates above 5.0. Plans are to focus on these locations addressing more effective safety support and medical case management.

Data in the mishap reporting system identified strains and falls as the main causes. There may also be some PPE issues regarding eye protection.

FEDERAL WORKER 2000 (FEDERAL WORKER INITIATIVE) STATUS

Goal 1a – Reduce the overall Total Case Rate (total number of injuries/illnesses per 100 employees) by 3% per year beginning with FY 2000 and using FY 1997 figures as the baseline.

Total Case Rate = # of injuries/illnesses for the year X 100
# of employees

Goal 1a
OPERATING ADMINISTRATION: U.S. COAST GUARD (Civilians Only)

FY97	FY00		FY01		FY02		Was Goal Met in FY02?	
Baseline	**Goal**	**Actual**	**Goal**	**Actual**	**Goal**	**Actual**	**Yes**	**No**
6.21	6.03	6.51	5.85	5.28	5.68	5.18	X	

The goal was met.

Goal 1b - Improve the timeliness of reporting of injuries and illnesses to the Department of Labor by 5 percent per year based on FY 98 rates.

Goal 1b
OPERATING ADMINISTRATION: U.S. COAST GUARD (Civilians Only)

Goal 1b	FY98 % in 14 Days	FY00 % in 14 Days		FY01 % in 14 Days		FY02 % in 14 Days		Was Goal Met in FY02?	
	Baseline	**Goal**	**Actual**	**Goal**	**Actual**	**Goal**	**Actual**	**Yes**	**No**
USCG	20.5%	30.5%	38.7%	35.5%	66%	40.5%	64.3%	X	
USCG Auxiliary	17.7%	27.7%	10.5%	32.7%	43.5%	37.7%	56.3%	X	

Both goals were met.

Goal 2 - **For those work sites with the highest rates of <u>serious injuries</u>, reducing the occurrence of such injuries by 10 percent per year.**

Total Case Rate = <u># of lost work time injuries/illnesses for the year X 100</u>
# of employees

Goal 2 **OPERATING ADMINSTRATION: U.S. COAST GUARD (Civilians Only)**									
	Rate of Lost Work Time Injuries/Illnesses (per 100 employees)								
Work Site Location	**FY96 Baseline**	**FY00**		**FY01**		**FY02**		**Was Goal Met?**	
		Goal	**Actual**	**Goal**	**Actual**	**Goal**	**Actual**	**Yes**	**No**
Baltimore	12.64	11.22	17.39	10.10	11.47	9.09	12.58		X
		Goal	**Actual**	**Goal**	**Actual**	**Goal**	**Actual**	**Yes**	**No**
Elizabeth City, NC	6.14	5.53	7.47	4.98	5.64	4.43	6.19		X

Neither site met its goal.

Goal 3 - Reduce the lost production day rate (i.e. lost production days due to injury or illness per 100 employees) by 2% per year.

Lost Production Day Rate = <u># of lost days for the year X 100</u>
# of employees

Goal 3 **OPERATING ADMINISTRATION: U.S. COAST GUARD**							
	Rate of Lost Production Days (per 100 employees)						
	FY00	**FY01**		**FY02**		**Was Goal Met?**	
	Lost Day Rate	**Goal**	**Actual**	**Goal**	**Actual**	**Yes**	**No**
Civilians	12.52	12.27	12.91	12.02	8.89	X	
Military on-duty	3.54	3.47	2.09	3.41	2.64	X	

Both goals were met.

<u>Note</u>: Military and civilian lost production days are kept in separate data bases. OWCP does not provide civilian lost production days data. In previous years DOT provided this statistic for the modes, but they suspended this practice in FY01 due to proposed changes in DOT internal recordkeeping. The number used to determine the FY02 civilian rate was from our internal mishap database and though improving, is not as effective as our process for tracking military lost production days.

6. FY02 SAFETY AND OCCUPATIONAL HEALTH PROGRAM ACCOMPLISHMENTS

(1) Management Leadership and Employee Involvement

- New Coast Guard Commandant, Admiral Collins, indicated his commitment to the well-being of Coast Guard personnel in Coast Guard-wide messages and initiatives.
- Several ALCOAST messages (to all the Coast Guard) from HQ Flag Officers and similar District level messages stressed command and individual roles and responsibilities in managing risks both on and off duty. Particular attention has been given motor vehicle mishaps
- SEH Team formed to support the Deepwater acquisition efforts in human factors, system safety, occupational safety, environmental health, and training.
- The use of seat belts, child safety seats, motorcycle, and bicycle personal protective equipment improved and is well above the national average.
- An additional safety billet was provided to the Coast Guard Training Quota Management Center to reduce the safety training administrative burden.

(2) Worksite Analysis

- Improvement in mishap reporting showed the wearing of proper personal protective equipment prevented more serious injury.
- The initial investigation of Coast Guard hazardous materials handling using the Hazard Management Information Reporting System (HMIRS) identified the need to more effectively manage the distribution and storage of these materials. Additional resource justification was prepared to develop a system of Hazmat Centers at selected industrial sites with properly trained personnel and properly equipped storage facilities. This project continues.

(3) Hazard Prevention (Recognition) and Control

- Published new chapters for the Safety and Environmental Health Manual
  - Chapter 1, Safety and Environmental Health Program
  - Chapter 2, Aviation Safety
- Distributed the following Instructions for review by MLCs; currently in concurrent clearance
  - 6260.1 – Lead, asbestos, radon
  - 6260.2 – Respiratory Protection
- Distributed the following chapters for review by MLCs; currently in concurrent clearance
  - Chapter 4, Occupational Health
  - Chapter 5, Environmental Health
  - Chapter 6, Shore (fire/motor vehicle) Safety
- Provided support for the development of a web-based mishap reporting system to make mishap reporting more user friendly, to provide consistent and accurate data, create more thorough reports. This system made its debut in early FY03.
- Developed and implemented a web-based accident reporting system.
- Conducted analysis in early FY02 for signs of safety problems as a result of increased operations following 9/11/01.

(4) Occupational Safety and Health (OSH) Training

- Following 9/11/01 redirecting priorities and accomplished significant training for operational and safety personnel to help ensure a safe and effective response to such incidents.
- The additional reservist call-up required a rapid response to meet the increased training needs. Those needs were successfully met, as were the programmed and required safety and environmental health training for routine operations.
- Vehicle driver and motorcycle operator safety training efforts were increased.
- System safety training was provided in support of Deepwater acquisition.
- Joint Military Services training team was formed.

Achievement of FY02 Goals and Objectives

Goals and objectives (Source: FY01 report)	Outcomes	Measures contributing to success and/or roadblocks that hindered your OA in achieving program growth
1. Meet Federal Worker 2000 goals. • Enhance injury case management through injury screening, communications with medical providers and light duty programs. • Emphasize basic industrial safety concepts in proper lifting, proper footing. Fall protection, and personal protective equipment. • Reconcile report statistics with the mishap database & DOL	Generally Federal Worker 2000 goals have been met or are in progress. This effort still needs to continue and improve.	Increased operations after 9/11/01 may have contributed to increase in mishap rates due to fatigue, stress, inexperience, etc. Mission demands from above also have limited initiation of new or enhanced safety programs during FY02.
2. Continue to institutionalize risk management. • Continue to evolve and teach TCT, CRM and MRM training. Include emphasis on Decision Making, Task Analysis & Error Management. • Ensure risk management is integrated into all training including mentoring aspects in leadership schools. • Ensure ORM is integrated in to design, construction and material purchases. • Ensure ORM is integrated into all policies and procedures. • Assess field implementation of operational risk management	Continuous process. If this had not been effective, the post 9/11 demands on the Coast Guard would likely have had a worse impact on mishap rates.	
3. Increase emphasis on risk management and personal responsibilities in off-duty activities, especially traffic safety. • A note from the Commandant to all commanding officers (or all individuals) is being recommended addressing command and individual responsibility for safety and the application of risk management in all activities. • Traffic Safety Policy will be revised and become more prescriptive in command requirements, provide additional tools and resources, and coordinate with commercial vehicle management. • Risk management job aids will be developed for off-duty activities. • Motorcycle Safety Training is now again required. Driver training is being evaluated. Coordinate with other military services.	Traffic and Off-Duty Recreational Safety Policy is being drafted. It will include: • More prescriptive policy for commands • More guidance for local command use • Additional risk management tools. Driver Training Options are being evaluated in conjunction with other military services as part of the DoD/JSSC Traffic Safety Work Group. ATV training options are being evaluated. Motorcycle safety training has been implemented.	Money and time required are the primary roadblocks. Implementation and training options must be carefully evaluated for effectiveness but they must also minimize the impact on already stretched resources. Attempting to work jointly with DoD services takes additional time but enables use of DoD training resources for Coast Guard personnel.

Goals and Objectives (Source: FY01 report)	Outcomes	Measures contributing to success and/or roadblocks that hindered your OA in achieving program growth
4. Improve quality of data in mishap data-base and use of the database as a mishap prevention tool for trend analysis, report generation, communications of lessons learned. • Correct past errors and enter missing reports. • Analyze reasons some reports do not reach data entry personnel and correct. • Implement on-line mishap report submission process. • Improve quality of mishap and near miss reporting.	Web-based mishap reporting has been developed and is being introduced to the field. Work continues in this area.	Development took longer than planned and the new system did not come on-line until actually the beginning of FY03. Good lessons learned in assembling the right people early in a project to ensure conceptual phase meets customers' needs.
5. Increase application of principles and process of System Safety. • Safety and Environmental Health (She) personnel participation in new project developments. • Use techniques in analysis of current problems.	SEH is represented on matrix teams and new project review. Team to provide health, safety, human factors, and system safety support to the Deepwater acquisition project has been created. System Safety Training was accomplished and participation on the Joint Service System Safety Team has been established.	The integrated Deepwater System design and acquisition process is just getting underway. This goal will be continuous and have more activity in FY03 with Deepwater and with system safety training development for acquisition personnel.
6. With DoD/DLA, commission Hazardous Materials Information System (HMIRS) into Coast Guard safety and environmental management systems. • Begin training sessions • Develop additional resource requirements.	Training has commenced and resource proposals submitted. Included significant scope change to include staffing and equipping Hazmat Centers to properly manage materials.	Some delays experienced due to IT issues and resource approvals but project is actively moving ahead.
7. Update Shore Safety portion of SEH Manual. • Will provide regulatory/policy update, risk management integration, and more prescriptive guidance to the field.	Traffic and Off-Duty Recreational Safety Chapter is being revised and should be in place by Q2 of FY03.	Other demands took precedence.
8. Aviation Technologies • Efforts underway to achieve parity of the fixed wing with the rotary-wing community in the use of Crew Voice Recorders and Flight Data Recorders. • Formalize Reverse Cycle Operations (RCO) guidelines in Air Ops Manual.	Efforts continue	

7. COAST GUARD SAFETY & ENVIRONMENTAL HEALTH PROGRAM DIRECTION

FY03 GOALS	OBJECTIVES/STRATEGIES TO REACH THE GOAL
1. Ensure chain of command and individual leadership, accountability, and understanding of SEH roles and responsibilities. Includes Federal Worker 2000 goals.	1. Continue updating SEH Manual COMDTINST M5100.47 • Develop new Chapter 7, Afloat and Marine Safety • Revise COMDTINST 6260.21, HAZCOM • Revise COMDTINST 6260.30, Polyurethane paint • Revise COMDTINST 6260.17, Cutter Heat Stress 2. Meet Federal Worker 2000 goals • Enhance injury case management through injury screening, communications with medical providers and light duty programs. • Emphasize basic industrial safety concepts in proper lifting, proper footing. fall protection, and personal protective equipment. • Reconcile report statistics with the mishap database & DOL • Apply best practices to military personnel as well. • Begin to work with HR to develop a strategy to reduce workers' injuries and their costs.
2. Continue to institutionalize risk management in all Coast Guard activities	1. Continue to transition CG SEH program to a risk management approach o MRM o TCT o CRA (targets of opportunity) o RBDM • Continue to evolve and teach TCT, CRM and MRM training. Include emphasis on Decision Making, Task Analysis & Error Management. • Ensure risk management is integrated into all training including mentoring aspects in leadership schools. • Ensure ORM is integrated in to design, construction and material purchases. • Ensure ORM is integrated into all policies and procedures. • Assess field implementation of operational risk management 2. Increase emphasis on risk management and personal responsibilities in off-duty activities, especially traffic safety. • A note from the Commandant to all commanding officers (or all individuals) is being recommended addressing command and individual responsibility for safety and the application of risk management in all activities. • Traffic Safety Policy will be revised and become more prescriptive in command requirements and provide additional tools and resources. • Coordinate with commercial vehicle management. • Coordinate development/improvement of driver training, motorcycle and ATV training programs with other military services (DoD/JSSC Work Group) and provide training programs to the field • Risk management job aids will be developed for off-duty activities.

FY03 GOALS	OBJECTIVES/STRATEGIES TO REACH THE GOAL
3. Through the principles and process of system safety ensure SEH concerns are addressed and integrated with equipment and facilities acquisition, design, and construction.	1. Deepwater. • Engage Deepwater staff & contractors on SEH acquisition issues/concerns. (Aviation/Afloat/Ashore) • Create SEH team to provide support to Deepwater project. 2. Coordinate, review, and provide safety and health input into project planning reviews and construction plans with FD&CC, CEU's and field units. 3. With the Joint Service Safety Chiefs (JSSC) System Safety Team, develop and implement a system safety training module to be included in acquisition training. 4. Ensure • Management of change process is applied in changes and new acquisitions. • Contractors are properly qualified with regard to SEH programs and performance • Human factors and operational and maintenance precepts are also considered.
4. Continue to provide SEH support to Coast Guard Aviation, Afloat, and Ashore operations and maintenance activities, including worksite hazard identification and control.	1. Provide SEH support to the field and Risk Assessment visits. 2. Continue to support and coordinate the development of Occupational Medical Surveillance and Evaluation Program (OMSEP). 3. Bring to successful closure Tulane/UAB Occupational Health Project. 4. Address equipment and training issues in boat trailering and large vehicle operations. 5. Continue to address crew endurance/fatigue issue both on and off-duty (driving home). 6. Support Hazmat Center specifications, procedures and resourcing. 7. Address door problem in H-65 helicopters.
5. Continue to support, manage, and improve SEH training programs.	1. Maintain personnel proficient in emergency response including chemical, biological, radiological, and nuclear (CBRN) events. 2. Provide safety and environmental health media to the field: • Develop/update commanding Officers Digest for Safe Work Practices for Shore Units, Vessels, Small Boats, Aviation, Recreational, ATON 4. Continue to provide safety and environmental health training to the field. 5. Update safety and environmental health training with policy changes and fully integrate Operational Risk Management (ORM) principles and processes. 6. Develop scope and solicit, evaluate, and award performance-based SEH training contracts. 7. Combine annual Coast Guard SEH conference with NAVOSH conference. 8. Promote understanding of unit level training requirements matrix.
6. Improve SEH Information and documentation management systems for managing SEH issues, training, and resources.	1. Hazardous Materials Information System (HMIRS) • Continue integration into Coast Guard SEH management systems. • Continue training of personnel • Continue Hazmat Center developments • Develop additional resource requirements 2. Develop "SEHSOFT" (SEH software) program, an Internet based, utility linking the following databases: • MISREP System • Unit Profile • HCN's / SEH Checklists • IH Database • OMSEP • Housing Database 3. Continue improvements in web-based SEH resources and databases.

7. Provide SEH support to emergency preparedness and response initiatives to provide safe and effective readiness and response capabilities.	1. Maintain personnel and equipment proficient in emergency response including chemical, biological, radiological, nuclear, and explosive (CBRNE) threats and incidents. 2. Develop & submit FY05 RP for additional SEH CBRNE support Billets (15 MST's). 3. Support FY03 detection and protective equipment procurements. • Follow-on CBRNE procurements • G-M $1.2M procurement 4. Provide necessary input for smooth transition to Dept. of Homeland Security. 5. Continue efforts to define safety officer roles. 6. Work with HSC to expand HQ emergency preparedness plan, which includes CBRNE.
8. Improve mishap investigation and analysis to develop more effective preventative measures.	1. Continue support of the web-based mishap reporting system. 2. Incorporate aviation mishap reporting into web-based system. 3. Continue to provide mishap investigation technical support as needed. 4. Focus on areas with highest mishap rates.
9. Assess and continuously improve SEH program.	1. Conduct program evaluation of MLCkse's. 2. Address effectiveness of Risk Assessment Survey visits versus prior inspection visits. 3. Allocate $135K for two Health Service Technicians for MLCPkse.

FY04 AND BEYOND - GOALS OBJECTIVES AND STRATEGIES

The goals, objectives and strategies presented for FY03 will essentially continue in some level of refinement through FY04 and FY05. Exact timing of specific components involving additional resourcing will be dependent on approval of funding or deferral or cancellation of funding proposals.

Transition to the Department of Homeland Security and acceleration/scope change of the Deepwater acquisition project will also affect some of these initiatives.

8. SPECIAL REQUIREMENTS FY03

With the size of the Coast Guard's workforce increasing to manage post-9/11 challenges, additional resources will be needed to provide safety support. Requests for additional personnel have been submitted to support not only the larger workforce, but also new Homeland Security safety issues. To achieve its mission, the Coast Guard must sustain mission capability and readiness with properly trained and equipped personnel as it transitions into the Department of Homeland Security.

Requests for personnel to address specific Federal Worker 2000 issues have been renewed since they were not funded when originally submitted. Involvement of all levels of the chain of command is essential to manage risks and reduce mishaps. We will initiate new efforts to achieve that involvement.

Safety related issues include the protection of Coast Guard forces. Extensive efforts continue in safety CBRNE support. This includes:

- Defining the roles and responsibilities of safety professionals
- Specification and purchase of personal protective equipment, monitoring and detection equipment, and communication equipment.
- Specifying and delivering specialized training requirements.